Adult Enrichment Course Proposal
Bloomington Community Education
2575 West 88th Street, Bloomington, MN 55431
Office 952.681.6108 FAX 952.681.6101
Contact: Michelle Glynn - mglynn@isd271.org

Proposal Due
September 26, 2022

Class Dates
January 9 – June 4, 2023

No class dates – Jan. 16, Feb. 20, April 3 – 9, May 29

Instructor Information:

Name		Home Phone:
Address		Cell Phone:
City/State/Zip		Work Phone:
Email		

Course Information:

Course Title:
Course Description (Circle one – Use same description Revised description New class New title/same description) (50 words or less) **Class will be held: Onsite only Online only Can be either depending upon circumstances**

Course Needs: If students need to purchase or bring their own supplies, please list items on separate sheet

Audio/Visual equipment list	Supplies
Special room request	Supply fee to instructor: $_____

Please enter the fee you want to be paid:_____per hour or_____per enrollment or_____percentage

Please complete the following for each class section you plan to offer:	**Section #1**	(Office Use Only) Dates	**Section #2**	(Office Use Only) Dates	**Section #3**
Min # of Students					
Max # of Students					
Start Date					
End Date					
Days of the Week					
No Class Dates					
Time					
# of Class Sessions					
Total Hours					
Preferred Building					
Below for Office Use Only					
Class Fee					
Room					
Permit #					
Course #					
Salary					